quick start guide

25425

RCA
VISYS™

For Customer Assistance
call 1-800-511-3180

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Button Layout

Cord Set Up

If you have (2) 2-line phone cords:

One cord should have your first 2 lines. The other should have your 2 remaining lines.

If you have (4) 1-line phone cords:

You will need to get a splitter. Take this diagram to your local electronics store and they will help you choose the correct one.

No Dial Tone?

If your phone has a single cord with 3 or more lines on it, this system will not work. You will need to contact your local phone company to get further details.

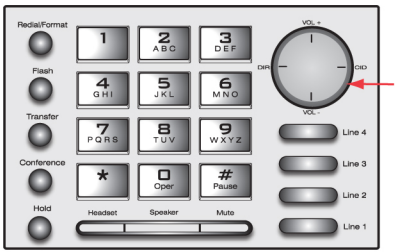
Easy to Navigate Menu's

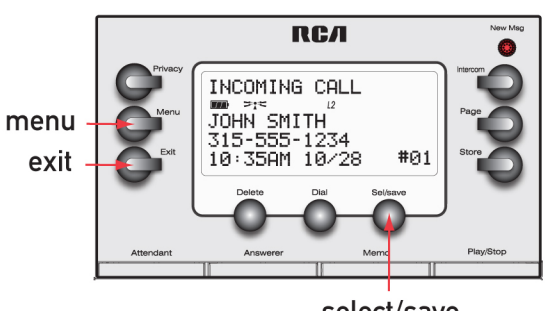
1. Use the up and down volume buttons to move the arrows in menus.

2. Use menu to access the menu.

3. Use sel/save to enter submenus and to save settings.

4. Use exit to go back one menu level.



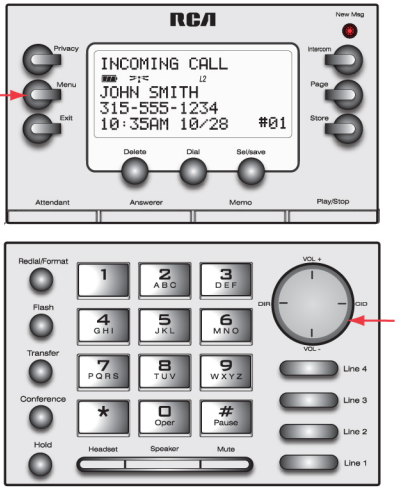


Station ID's

1. To set your station ID, press MENU.
2. Use the volume up and down buttons to navigate to phone settings and press SEL/SAVE.

   MAIN MENU
   ANSWERING MACHINE
   AUTO ATTENDANT
   → SET PHONE OPTIONS
3. Go down to set phone ID and press SEL/SAVE.

   SET PHONE OPTIONS
   SET PRIORITY LINE
   SET DELAY RING
   → SET PHONE ID
4. Press the speed dial button matching the number you want to be your station ID, OR press SEL/SAVE to have an ID automatically assigned.



Your station ID is displayed on the screen in parentheses when phone is not is use.

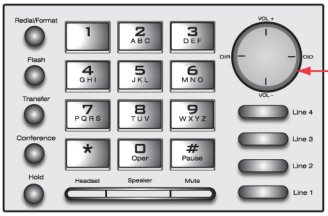
Digital Answering Machine

1. Press the answerer button (see button to the right).

2. To personalize, press menu.

3. Use the up and down volume buttons to navigate to answering machine.

MAIN MENU
SET LANGUAGE
→ ANSWERING MACHINE
AUTO ATTENDANT



4. Press the SEL/SAVE button. → RECORD GREETING
PLAYBACK GREETING
PICKUP DELAY

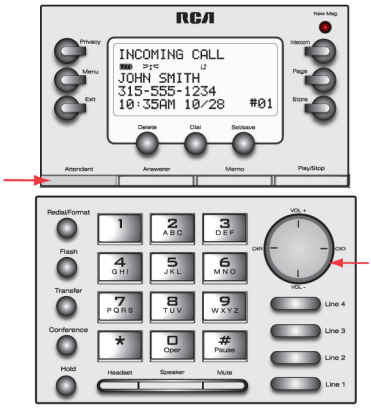
5. Press the SEL/SAVE button again and speak into the speakerphone.
Speak after beep, finish recording and press SEL/SAVE.

Once finished, you will hear your message played back. If you are not satisfied, then you may start again from the top and re-record. This message will be used on all lines connected to this phone. Additional features can be found in the manual starting on page 21.

Greeting (Auto Attendant)

For Jane, press 1.

For John press 2.



1. Press the attendant button (see button to the right).
2. To personalize, press menu.
3. Use the up and down volume buttons to navigate to auto attendant.

   MAIN MENU
   SET LANGUAGE
   ANSWERING MACHINE
   → AUTO ATTENDANT

4. Press the SEL/SAVE button. → RECORD GREETING
   PLAYBACK GREETING
   PICKUP DELAY
   → Press SEL/SAVE.
5. Press the SEL/SAVE button again, and record your greeting (you will need a list of station ID's with matching names).

   → DAY GREETING
   NIGHT GREETING
   AUXILIARY DELAY

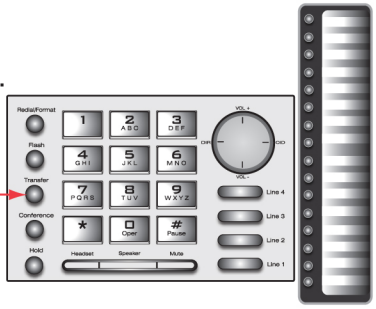
   Speak after beep, finish recording and press SEL/SAVE.

Once finished, you will hear your message played back. If you are not satisfied, then you may start again from the top and re-record. This message will be used on all lines connected to this phone. If you have additional phones using auto-attendant, you will need to record a message on each separately. Additional setup features can be found in the manual starting on page 24.

Transfer & Intercom

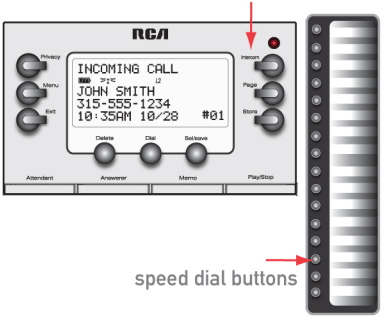
Transfer

1. Find the station ID you want to transfer to.
2. Without putting the call on hold press the TRANSFER button and then the speed dial button that matches the station ID you are transferring to.



Intercom

1. Find the station ID you want to intercom to.
2. If you are on a call, first put the call on hold. Then press INTERCOM and then the speed dial button that matches the station ID you are contacting.



*If intercoms calls do not work make sure all phones have line 1 in common, station ID's are set, and that there are no DSL filters on line 1.